



## COUNCIL AGENDA ITEM MEMORANDUM

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**DEPT./DIVISION SUBMISSION & REVIEW:**

Kevin Beavers, Director of Parks & Recreation

**ITEM DESCRIPTION:** Consider adopting a resolution authorizing a professional services agreement with Power Wellness Management, LLC of Lombard, IL to develop a wellness master plan for the Summit Recreation Center, in the estimated amount of \$70,796.

**BACKGROUND:** Approval of this professional services agreement with Power Wellness Management, LLC (PWM) will provide for master planning services to improve and expand the Summit Recreation Center (Summit) into a wellness center. PWM will collaborate with City staff, residents, partners, and stakeholders to develop a plan that defines goals, objectives, and tasks to advance the Summit to meet the current and future wellness needs of the community.

Request for Qualifications (RFQ) #35-03-24 was issued to procure the master planning services. Five statements of qualifications were received from City Collective US, LLC of Pittsfield, MA; FGM Architects, Inc. of Austin; PWM; PROS Consulting, LLC of Brownsburg, IN; and Sports Facilities Advisory, LLC of Clearwater, FL. An evaluation committee comprised of Parks & Recreation and City Manager's Office staff reviewed and scored qualifications based on evaluation criteria including experience, reputation, and quality of past performance of consultant and project team in providing like-kind consulting services; consultant's approach and ability to perform project in a timely manner; and samples of past work.

It was determined that PWM was the most highly qualified firm, and the City negotiated a contract at a fair and reasonable price. Services will be completed for an estimated amount of \$70,796 including travel expenses. Milestone payments will be made to PWM with \$17,793 due upon contract execution.

Services are expected to be complete within five months from notice to proceed.

**ALIGNMENT WITH ADOPTED PLANS:**

Plan	Comments
Strategic Plan	This item supports the City of Temple's Strategic Plan goal of "Enhance and expand our infrastructure of parks, recreation centers, greenspaces, and trails to encourage active living and wellness" and the Strategic Plan commitment of "Plan for, design, construct, and invest in the continued maintenance of and improvement to the City's park, recreation, greenspace, and trail system."
Parks Master Plan	This item supports the City of Temple's Parks Master Plan goal of "Promote the health and wellness of the community by providing recreational activities in a growing park system" and the Master Plan action to "Make interior improvements to the Summit Recreation Center."

**STAFF RECOMMENDATION:** Adopt resolution as presented in item description.

**BOARDS & COMMISSIONS RECOMMENDATION:** This item was not reviewed by any of the official boards and commissions.

**FISCAL IMPACT:** Funding for the professional services agreement with Power Wellness Management for development of a wellness master plan for the Summit Recreation Center in the amount of \$70,796 is available in account 110-5932-551-2616.

**ATTACHMENTS:**

Resolution  
Proposal Tabulation